

Somerville High School Building Committee Meeting Minutes

PROJECT: Somerville HS Project
LOCATION: Somerville HS Library

MEETING DATE: March 27, 2017

ATTENDEES: *(Absent in Italics)*

- | | | | | |
|--------------------|---|---|---|--|
| <u>Bldg. Cmte:</u> | <input type="checkbox"/> Mayor Curtatone (<i>JC</i>) | <input type="checkbox"/> Tony Pierantozzi (TP) | <input type="checkbox"/> Tony Ciccariello | <input type="checkbox"/> Rob King (RK) |
| | <input type="checkbox"/> Steve Roix (SR) | <input type="checkbox"/> Mary Skipper (<i>MS</i>) | <input type="checkbox"/> Stan Koty (SK) | <input type="checkbox"/> John Oteri (JO) |
| | <input type="checkbox"/> Max Nadeau (<i>MN</i>) | <input type="checkbox"/> Ed Bean (<i>EB</i>) | <input type="checkbox"/> Vince McKay (VM) | <input type="checkbox"/> Tom Bent (TB) |
| | <input type="checkbox"/> Nelia Braga (NB) | <input type="checkbox"/> Adda Santos (AS) | <input type="checkbox"/> Mary-Jo Rossetti (MJR) | |
| <u>PMA:</u> | <input type="checkbox"/> Chris Carroll | <input type="checkbox"/> Chad Crittenden | <input type="checkbox"/> Sean Burke | <input type="checkbox"/> Walter Hartley |
| <u>SMMA:</u> | <input type="checkbox"/> Alex Pitkin | <input type="checkbox"/> Lorraine Finnegan | <input type="checkbox"/> Matt Rice | <input type="checkbox"/> Erin Prestileo |
| | <input type="checkbox"/> Tony Iacovino | | | |
| <u>Suffolk:</u> | <input type="checkbox"/> Chris Walenton, Doreen Crowley, Dave Slomski | | | |
| <u>Others:</u> | <input type="checkbox"/> SEE ATTACHED SIGN-IN SHEET | | | |

Meeting Chair TP called the meeting to order at 5:31PM. M: MJR S:SK Approve meeting minutes from 2/27/17 All approved. (8-0-1) (JO absent at vote)

General

Item	Responsible	Due	Notes
9/09:01	SBC	4/24/17	<p>General Update: Update 3/27/17: TP: asked if there were any objection to taking the meeting agenda out of order. No objections.</p> <p>Item 6A) Finance Committee Meeting of the Whole was held on March 22 and vote unanimously to fund the high school construction project at a value of \$255,982,704. The vote was 9-0, 2 members were not present at the vote.</p> <p>JO: The meeting was tremendous, nice show of support. MJR: Parking is still a concern of the city and the Board of Alderman. TP: We know there is a parking concern, needs to be addressed sooner than later. TB: was hoping to see more support from the school committee. The SC chair and one member were present and spoke on behalf of the project. He appreciates their support but would have like to have seen more support. TP: The PowerPoint from the FINCOM meeting is posted on www.somervillema.gov/highschool.</p> <p>RK: The following night there was a vote at the BOA meeting where the BOA voted to approve the project funding 9-0, with 2 member's absent.</p>
9/09:01	SBC	4/24/17	<p>Working groups were reviewed and revised. Current working group list is attached. SMMA will be sending out a series of doodle polls to members of each of the groups and set meeting times. Groups who have not meet before will start to meet including Technology, Interior Design and FF&E.</p> <p>FF&E TB: to JO, we need to make sure teachers are involved in FF&E selection. TP: We need to determine all FF&E which is staying. JO: is working on that now. TC: staff and department need to be involved, department heads need to sign off on selections made by staff. TP: for East Somerville, we brought in samples products, color charts ect. and had a voting system to make selections.</p>

Design

Item	Responsible	Due	Notes
9/09:07	SMMA	4/24/17	<p>Design Update 03/27/2017 – With approvals from the MSBA, FINCOM, BOA the project will move into the Design Development Phase 4/12 – 1PM there is a design meeting kickoff at the MSBA.</p> <p>PMA: MSBA will review their checklist, approvals, status of design. MSBA will be handing the project from Karl Brown to Rich Hudson. All are welcome to attend but attendance is not required.</p> <p>TC: There was a delay in procurement, contracts need to be walked though for signatures. Is there a process in place?</p> <p>RK: Yes, consultants have been given NTP, contracts are being finalized.</p>
9/09:10	SMMA	4/24/17	Space Summary: Update 12/20/16: No Update

Cost / Schedule

Item	Responsible	Due	Notes
09:11	PMA	4/24/17	<p>Project Schedule: Update 3/27/17 – The project has entered into Design Development. DD package is scheduled for completion mid July. The estimators will review the set for 2 weeks and produce a reconciled estimate, we will perform VE efforts as required and submit to the MSBA for review in late August. The same process is performed for each design phase, similar to the Schematic Design process.</p> <p>TC: Suffolk has mentioned a potential for summer work. Will they be in the building in April to see if they can abate early? What is the impact on summer school and summer programing if construction is occurring during the summer? Would the school consider relocating summer programs elsewhere?</p> <p>TP: We are working to see if students can be moved out of the building into modulars April Vacation 2018. The goal is to minimize impact to staff and students while minimizing costs.</p> <p>PMA: We are relying on Suffolk’s expertise to help in with the scheduling and construability challenges.</p> <p>RK: How are modulars being discussed?</p> <p>SMMA: We would like to have a meeting this week to discuss and make sure everyone understands and agrees with the plan.</p>
1/06:01	PMA	4/24/17	<p>Project Budget: Update 3/27/17 – The project budget is unchanged from what was presented to the Committee, MSBA and BOA.</p> <p>TP: The city will receive a grant between \$119,706,988 and \$123,963,307. The committee should understand that if money in not spent, it will not be reimbursed on. If all funds are not expending the grant may fall below the \$119.7MM value. It should also be noted that even though our reimbursement rate is around 75%, the \$119MM grant is not 75% of the total project budget, it is closer to 46% due to scope exclusions and caps.</p> <p>TB: is the garage design included in the budget?</p> <p>TP: Yes, the MSBA will not contribute to the design or constriction cost.</p> <p>TB: If we decide to proceed with the garage, where would the cost be borne?</p> <p>TP: By the city, not part of this project. There are lots of opportunities in play, private and public partnerships, Homan’s building ect.</p>
3/14:06	City	4/24/17	Historic Process: Update 03/27/17: RK will follow up

	ALL	4/24/17	<p>New Business: 3/27/17</p> <p>Student Involvement: TB: How can student be involved in the process, Autocad. Pre-engineering, and partnership opportunities?</p> <p>SMMA: MR is coming to the high school to the art design and architectural design class. Will have students going to SMMA's office. SMMA can also provide a 3D model for the students.</p> <p>TP: should we have a construction TV program.?</p> <p>JO: That is something we can do. A student produced TV show is a great way to promote safety.</p> <p>SMMA: 2 students are currently involved in their ACE mentoring program and they look forward to continuing that program.</p> <p>TP: We also need to inform the 5th, 6th and 7th graders what is going on with the project</p> <p>Future Meeting Dates:</p> <p>April 24</p> <p>May 15</p> <p>June 8</p> <p>June 26</p>
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Motion : VM to Adjourn S: NB VOTE: (9-0-1)

Meeting Adjourned: 6:26 P.M.

The author of these minutes assumes, to the best of his or her knowledge, that the above content of these Meeting Minutes depict all that transpired during this Project meeting. All attendees are required to address by memo or via e-mail, any omissions, errors or inconsistencies in the reporting of these Meeting Minutes, to the writer, within two (2) business days of receipt of these Meeting Minutes.

Prepared By: Sean Burke, PMA Consultants

Signed: Sean Burke

Date: 04/10/17; as amended 4/24/17

Somerville High School Building Committee

DD Working Groups

Email Address 1

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